

Professional Services Agreement

Omni Service

This agreement made the 11th day of August, 2015 at West Lafayette, Indiana by and between the City of West Lafayette, Indiana (hereinafter referred to as the "City") and Omni Service. (hereinafter referred to as the "Contractor.")

WITNESSETH:

WHEREAS, the City desires project management and oversight services throughout the City, (hereinafter called "SERVICES");

WHEREAS, the City has solicited the services of Omni Service to provide cleaning throughout the city on a task order basis at a rate of \$25/hour (hereinafter called the "PROJECT");

NOW, THEREFORE, for the consideration hereinafter set forth, the parties hereto do mutually agree as follows:

Article 1: SCOPE OF WORK

The Contractor shall provide Owner Representative and Project Management services including all coordination and logistical needs as per proposal.

This Agreement is a task order ("Task Order") agreement for the Services specified. Performance of Services shall be done only as authorized by Task Orders issued in accordance with this Agreement. Task Orders shall define specific Services to be performed and shall include the amounts due on performance of such Services. Task Orders may be authorized by Chandler Poole, Director of Development.

Each task which the City wishes Omni Service to perform will be defined in individual Task Orders between the parties. When the City determines a need for services, the City will notify Omni Service of this need, and Omni Service will complete the work at a rate of \$25/hour.

Article 2: PAYMENT

The City shall pay to the Contractor, in the amount of \$25/hour for services rendered, not to exceed \$3,000.

Article 3: CONTRACT DOCUMENTS

The contract documents include this agreement, the Contractor Quote Sheet, and the Contractor's certification of insurance. Said documents are hereby incorporated into and made a part of this agreement the same as if herein fully set forth.

Article 4: SEVERANCE

This Agreement may be terminated by either party for its convenience or because the PROJECT has been permanently abandoned upon seven (7) days written notice. In the event of termination, Omni Service shall be compensated for all services performed and costs incurred up to the effective date of termination for which Omni Service has not been previously compensated.

Article 5: RECORDS

The Contractor will maintain proper records for review by the City.

Article 6: DATE OF COMPLETION

This Agreement shall remain in effect until December 31, 2015.

Article 7: INSURANCE

During construction of the Project, Contractor shall maintain policies of insurance for Workers' Compensation as well as general liability insurance in the amount of \$1,000,000 or more. Each such policy shall: (a) be written by a company reasonably acceptable to City; and (b) provide that it shall not be modified or canceled without written notice to City at least 30 days in advance. The policy of general liability insurance required by this Section to be maintained by Contractor shall name the City as an additional insured. Contractor shall deliver to the City certificates of the insurance policies required by this Section, executed by the insurance company or the general agency writing such policies.

Article 8: INDEMNITY AND HOLD HARMLESS AGREEMENT.

The City shall be indemnified, held harmless, and defended by Contractor for any claims whatsoever arising out of, as a result of, or in connection with the work performed by Contractor including, but not limited to:

- (i) injury to, or death of, persons or loss of, or damage to, property, suffered in connection with performance of any work on the project site by Contractor or any party acting by, under, through, or on behalf of Contractor;
- (ii) the negligence or willful misconduct of Contractor or any party acting by, under, through, or on behalf of Contractor; or
- (iii) the breach by Contractor of any term or condition of this Agreement;

Further, Contractor shall be responsible for obtaining or maintaining any permits required by any governmental or public or private administrative body, whatever it may be, in connection with the services set out in Article 1. Contractor shall be required to ensure that the company, and its operations in connection with the services set out in Article 1, conform to any applicable statutes, regulation, ordinances, treaties, rules of common law, or other law.

Article 9: PREVAILING PARTY – ATTORNEY FEES

Notwithstanding any term or condition in this Contract to the contrary, in the event litigation is commenced to enforce any term or condition of this Contract, the prevailing party shall be entitled to costs and expenses of litigation including a reasonable attorney fee.

Article 10: ENGAGING IN ACTIVITIES WITH IRAN

By signing this Contract, Contractor certifies that it is not engaged in investment activities in the country of Iran as set forth in I.C. 5-22-16.5.

Article 11: E-VERIFY

Contractor shall comply with E-Verify Program as follows:

- a. Pursuant to IC 22-5-1.7, Contractor shall enroll in and verify the work eligibility status of all newly hired employees of Contractor through the E-Verify Program (“Program”). Contractor is not required to verify the work eligibility status of all newly hired employees through the Program if the Program no longer exists.
- b. Contractor and its subcontractors shall not knowingly employ or contract with an unauthorized alien or retain an employee or contract with a person that Contractor or its subcontractors subsequently learns is an unauthorized alien. If Contractor violates this Section 9(b), the City shall require Contractor to remedy the violation not later than thirty (30) days after the City notifies Contractor. If Contractor fails to remedy the violation within the thirty (30) day period, the City shall terminate the contract for breach of contract. If the City terminates the contract, Contractor shall, in addition to any other contractual remedies, be liable to the City for actual damages. There is a rebuttable presumption that Contractor did not knowingly employ an

unauthorized alien if Contractor verified the work eligibility status of the employee through the Program.

- c. If Contractor employs or contracts with an unauthorized alien but the City determines that terminating the contract would be detrimental to the public interest or public property, the City may allow the contract to remain in effect until the City procures a new contractor.
- d. Contractor shall, prior to performing any work, require each subcontractor to certify to Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and has enrolled in the Program. Contractor shall maintain on file a certification from each subcontractor throughout the duration of the Project. If Contractor determines that a subcontractor is in violation of this Section 7(d), Contractor may terminate its contract with the subcontractor for such violation. Such termination may not be considered a breach of contract by Contractor or the subcontractor.
- e. By its signature below, Contractor swears or affirms that it i) has enrolled and is participating in the E-Verify program, ii) has provided documentation to the City that it has enrolled and is participating in the E-Verify program, and iii) does not knowingly employ an unauthorized alien.

Article 12: NON-DISCRIMINATION

Contractor agrees:

- a. That in the hiring of employees for the performance of work under this contract or any subcontract hereunder, no contractor, or subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, religion, color, sex, national origin, or ancestry, discriminate against any citizen of the State of Indiana who is qualified and available to perform the work to which the employment relates;
- b. That no contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, religion, color, sex, national origin, or ancestry;
- c. That the City may deduct from the amount payable to the contractor a penalty of five dollars (\$5.00) for each person for each calendar day during the which such person was discriminated against or intimidated in violation of the provisions of this Agreement;

- d. If there is a second or any subsequent violation of the terms or conditions of this section, then this Agreement may be cancelled or terminated by the City and all money due or to become due hereunder will be forfeited.

IN WITNESS WHEREOF we have set our hands the day and year first above written.

CONTRACTOR:

Greg Smith
Omni Service

BOARD OF PUBLIC WORKS AND SAFETY:

John R. Dennis, Mayor

Sana G. Booker, Member

Brooke E. Folkers, Member

Tanuja R. Sheth, Member

Jonathan C. Speaker, Member

ATTEST: _____
Judith C. Rhodes, Clerk-Treasurer